

**FINANCE & INSURANCE COMMITTEE MEETING**  
**Monday, March 27, 2006**

**Members present:** Chairman Andrew Smith, Supervisors Franklin Greb,, John R. Young and Ted Cushing. John Hoffman excused from meeting.

**Others present:** Linda Conlon, Public Health; Robert Bruso, County Clerk; Jennie Huber, Treasurer; Lynn Grube, ITS; Marge Sorenson, Finance and Mary Bartelt, Committee Secretary.

**1. CALL TO ORDER**

Chairman Smith called the meeting to order at 9:00 a.m. in Committee Room #1 of the Oneida County Courthouse. He noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law and was handicapped accessible.

**2. APPROVE AGENDA**

**MOTION: (Frank Greb/Ted Cushing) to approve the March 27<sup>th</sup>. 2006 agenda. All “aye” on voice vote. Motion carries.**

**3. APPROVE MINUTES OF THE MARCH 13<sup>TH</sup>. 2006 AND MARCH 21<sup>ST</sup>. 2006 COMMITTEE MEETINGS.**

**MOTION: (Ted Cushing/Frank Greb) to approve the minutes of March 13<sup>th</sup> and March 21<sup>st</sup> 2006 committee meetings. All “aye” on voice vote. Motion carries.**

**4. UPDATE – WORKER’S COMPENSATION PROGRAM – LINDA CONLON**

Ms. Conlon gave a brief update and stated that she had met with the Wausau Insurance Company for Oneida County’s worker’s compensation insurance coverage and the insurance company came up with some suggestions and plans for the Risk Management Team to move forward in their endeavor to promote safety efforts. Ms. Conlon handed out to the committee the recommendations.

Ms. Conlon explained the recommendations to the committee.

- a. Request each Committee Chair to explain the importance of safety to their respective Department Head and require each Department Head to develop an annual loss prevention action plan focused on reducing losses or potential losses specific to their department.
- b. Involve the Risk Management Team in the development of strategies to get increased buy-in, by all Department Heads, for the Oneida County Safety Plan.
- c. Establish frequency and severity incidence rates goals, base on Oneida County’s past performance.

Ms. Conlon will be doing an analysis of incident rates next week to find out where Oneida County's Workers Compensation program stands over the last few years. Ms. Conlon stated that the return to work program is going very well, but now it is time to take a step further.

#### **5. RUDER WARE – ANNUAL LOCAL GOVERNMENT SEMINAR**

**MOTION: (Ted Cushing/Frank Greb) to authorize the Full County Board Supervisors to attend the annual Rudar Ware annual local government seminar in Rhinelander only on April 20, 2006. All “aye” on voice vote. Motion carries.**

#### **6. VOUCHERS, REPORTS AND PURCHASE ORDERS**

##### **County Clerk**

NO BILLS PRESENTED

Mr. Bruso handed out to the committee an excerpt from the Metro Milwaukee Journal local newspaper regarding the downsizing of County Boards.

##### **Treasurer**

Ms. Huber presented a bill to the committee for review and approval.

**MOTION: (Frank Greb/Ted Cushing) to approve the Treasurer's bill as presented. All “aye” on voice vote. Motion carries.**

##### **Treasurer's Monthly Report for February 2006**

**MOTION: (Ted Cushing/John Young) to accept the Treasurer's monthly report for February 2006. All “aye” on voice vote. Motion carries.**

County Treasurer Declarations of Unlawful Tax as it pertains to CA 490-21 (Todd Rausch): HA 167-5 (Michael Testa); CA 621-4 (Terry Bliese); MO 099 (Alton Ison) and CA 258, CA 262, CA 263, CA 264, CA 265, CA 266, CA 270 and NE 1157, NE 1353, NE 1354 and NO 238, NO 243, No 244, NO 247, NO 310, NO 311, NO 312, NO 313, NO 314, NO 317, NO 318, NO 322, NO 324, No 325, all WI Dept. of Natural Resources.

**MOTION: (Frank Greb/John Young) to accept the County Treasurer Declarations of Unlawful Tax and forward on to the County Board at the April 2006 meeting. All “aye” on voice vote. Motion carries.**

##### **Information Technology Services**

Ms. Grube presented to the committee the ITS Department bills. Committee reviewed and signed.

**MOTION: (Ted Cushing/John Young) to approve the ITS bills as presented. All “aye” on voice vote. Motion carries.**

Social Services Computer Wiring

Ms. Grube opened the bids for the wiring of Social Services.

- |                       |             |
|-----------------------|-------------|
| 1. Systems Technology | \$15,140.00 |
| 2. Pro Tech.          | \$19,363.00 |
| 3. Vanert             | \$16,620.00 |

Ms. Grube will compare the bottom-line amount bids to the RFP to see if they meet the bid requirements and will bring back to the next Finance and Insurance Committee meeting scheduled for Monday April 10, 2006.

Remaining Courthouse Type 1 Cable Runs

Ms. Grube handed out to the committee pictures showing the cable wiring on the floor of the Social Services computer wiring room. EXHIBIT #3 Ms. Grube explained to the committee that this was the last area in the building, which the black cable would be replaced. There are 17 live computer cables in the cable closet. Ms. Grube wishes to replace these 17 cables first. NOTE: ITS Department has \$2,700.00 to replace 5 cables. Ms. Grube needs an additional \$4,000.00 to replace the other 12 cables.

**MOTION: (Ted Cushing/Frank Greb) to approve the replacement of the 17 Type 1 cable runs and replace with Cat 5 E cable runs and additional money, not to exceed \$4,000 to help pay for 12 cables out of the 17 cables. All “aye” on voice vote. Motion carries.**

CAT 5 cables for Badgernet Router Replacement

**MOTION: (Ted Cushing/Frank Greb) to approve the adding of 4 more CAT 5 E cables for Badgernet Router Replacement with additional money not to exceed \$1,600.00. All “aye” on voice vote. Motion carries.**

Cost estimate of Oneida County business cards

Ms. Grube explained to the committee that there are 2 kinds of card stock.

1. One for 3¢ each - \$15.44/500 cards
2. One for 8¢ each - \$37.88/500 cards

Ms. Grube stated that you could save money if you get 500 at a time or you could custom order for a total of 100, 150, etc.

**MOTION: (Frank Greb/John Young) to authorize County Board Supervisors to order business cards through the ITS Department for cost and sales tax. All “aye” on voice vote. Motion carries.**

Oneida County Courthouse Printer Cartridge Use Analysis

Ms. Grube handed out to the committee the analysis of printer cartridges per quarter. Committee reviewed.

Finance

Ms. Sorenson presented the Finance Department bills to the committee. Committee reviewed and signed.

**MOTION: (Frank Greb/Ted Cushing) to approve the Finance Department vouchers as presented. All “aye” on voice vote. Motion carries.**

UPDATE

Ms. Sorenson stated that at the last meeting the committee wanted to know how many post office boxes Oneida County had. Oneida County pays for two post office boxes, one for the County Clerk and one for the Highway Department.

UPDATE

Ms. Sorenson explained that some of the legislatures are requesting an audit of the Department of Revenue and their sales tax collections. Ms. Sorenson hopes that this audit goes through because of what happened to our sales tax last year. At this time the county is 4% ahead of last years sales tax collected but still only 1% away of where we were two years ago.

UPDATE

Ms. Sorenson will not be attending the April 10, 2006 Finance and Insurance Committee meeting as she will be in Mexico. The long- range plans will be presented to the committee on the 10<sup>th</sup> of April. Also Frank Greb will be in Florida.

Resolution for Overdrawn Accounts

Ms. Sorenson presented to the committee the resolution for overdrawn accounts. Committee reviewed and signed.

**MOTION: (Ted Cushing/John Young) to approve the resolution for overdrawn accounts and forward on to the County Board at their April 18, 2006 meeting. All “aye” on voice vote. Motion carries.**

**7. LINE ITEM TRANSFERS**

**MOTION: (Ted Cushing/Frank Greb) to approve the 2005 line item transfers for Social Services, Sheriff, Sheriff/Jail, Corporation Counsel, ITS and Department on Aging.**

**MOTION: (Frank Greb/Ted Cushing) to approve the 2006 line item transfers for Land & Water Conservation, Emergency Management and Highway Department (General Maintenance).**

**8. ITS – TECHNOLOGY PLAN - NOTHING****9. STRATEGIC PLANNING STATUS REPORT- NOTHING****10. PUBLIC COMMENT- NONE**

**11. ITEMS FOR FUTURE AGENDAS**

April 10<sup>th</sup> 2006

- a. Update – Human Service Center – DD
- b. ITS – Social Service Wiring Bid Awarded

**12. ADJOURNMENT**

**MOTION: (Ted Cushing/Frank Greb) to adjourn the meeting at 10:25 a.m. All “aye” on voice vote. Motion carries.**

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**Andrew Smith, Chairman**

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**Mary Bartelt, Committee Secretary**